



**FEDERAL EMERGENCY MANAGEMENT AGENCY**  
**WASHINGTON**

December 16, 1983

**DIRECTOR**

As we draw to the end of this year and review those things which need to be done, I would like to take a few minutes to share with you the appreciation of the entire FEMA staff for the help that we have received from you and your staff during the past calendar year. I am not insensitive to the difficulty of your task. I know, too, that you appreciate the complexity of ours. I assure you that we are totally dedicated to fulfilling our vital mission of serving the citizens of our country in a manner consistent with the laws of the United States and the needs of this Nation we are all privileged to call ours.

We wish you every joy during the holiday period and health and success throughout the coming year.

A handwritten signature in cursive script, reading "Louis O. Giuffrida", is written above the printed name.

Louis O. Giuffrida



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Federal Emergency Management Agency  
Director  
Washington, D.C. 20472

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*Honorable William J. Casey*  
*Director*  
*Central Intelligence Agency*  
*Washington, D.C. 20505*